REP 2

September 21, 1964

MEMORANDUM

TO: MEMBERS OF THE STAFF

FROM: J. Lee Rankin, General Counsel

SUBJECT: Final Responsibilities

As you are all aware the immediate task at hand is to correct the footnote galleys for the various chapters and appendixes and then make any final changes which are essential in the text of the chapters and appendices. I would like the following people to assume responsibility for the chapters and appendices:

Foreword, Mr. Marmor;
Chapter 1, Mr. Redlich;
Chapter 2, Mr. Burns;
Chapter 3, Mr. Burns;
Chapter 4, Mr. Redlich;
Chapter 5, Mr. Goldberg;
Chapter 6, Mr. Pollak;
Chapter 7, Mr. Liebeler;
Chapter 8, Mr. Stern;
Appendices 1 through 6, Mr. Marmor;
Appendix 7, Mr. Goldberg;
Appendices 8 and 9, Mr. Marmor;
Appendix 10, Mr. Redlich and Miss Gormley;
Appendix 11, Mr. Marmor;
Appendix 12, Mr. Goldberg;
Appendix 13, Mr. Weinreb;
Appendix 14, Mr. Marmor;
Appendix 15, Mr. Slawson;
Appendix 16, Mr. Marmor; and
Appendix 17, Mr. Burns.

The first order of business is to revise the footnote galleys and return them to the printer since the footnotes are to be included in the volume of the Report to be submitted to the President. This should be done as quickly as possible. Corrected page proof of the chapters and appendices is now in the process of being supplied the Commission. It is expected that chapters 6, 7 and 8 and some of the appendices may be submitted late this afternoon or this evening. I understand that all of this material will be available by tomorrow morning.

All master copies of the page proof incorporating recommended changes are to be submitted to me as quickly as they are prepared. It is necessary that all changes to be made in the Report be submitted by the end of business on Tuesday, September 22, 1964. In my judgment only those changes that are absolutely essential to insure accuracy should be made at this stage of our work.

For your information, the Commission is planning to give each of you an autographed copy of the Report, a complete set of the Hearings, and a picture of the Commission. In addition, I am making arrangements for additional paperbound copies of the Report so that each of you may have a few extra copies to distribute to family and friends.